

**TOWN OF MARSHFIELD
DEVELOPMENT REVIEW BOARD**

Kathleen Hayes, Zoning Administrator

122 School Street

Marshfield, VT 05658

phone: (802) 426-3045

Fee of _____ Rec'd _____

email: zoning@marshfieldvt.gov

APPLICATION FOR SUBDIVISION

*\$275.00 APPLICATION FEE for minor subdivisions, \$350.00 plus \$75.00 per lot after 4 lots for major subdivisions
to be made payable to the Town of Marshfield*

*** Submit one full-size sketch map and one reduced to 11" x 17" ***

LANDOWNER/S _____ PHONE _____

MAILING ADDRESS _____

APPLICANT/S _____ PHONE _____

MAILING ADDRESS _____

Location of Property:

911 Address _____ Parcel ID # _____

Acreage of entire existing parcel _____

Number of parcels _____

Are there any buildings now on the existing parcel? _____

Attach plot plan (map drawn to scale) showing:

- footage of all boundary lines, including road frontage
- *present buildings and their setbacks* from existing boundary lines and/or new boundary lines
- rights-of-way to any parcels

State acreage of each parcel and its road frontage:

ACREAGE	ROAD FRONTAGE	ACREAGE	ROAD FRONTAGE
LOT #1 _____	_____	LOT #4 _____	_____
LOT #2 _____	_____	LOT #5 _____	_____
LOT #3 _____	_____	LOT #6 _____	_____

Applicant/s signature _____ Date _____

Landowner/s signature _____ Date _____
(if not the same as applicant)

March 11, 2022

Subdivision Application – Additional Information Required

Applicant Information Required for ALL applicants Minor Subdivision and Major Subdivision (including PRD/PUD)

(use additional sheets of paper as necessary)

1. Name of Project, if any: _____

2. Applicant's legal interest in property (fee simple, option, etc.): _____

If other than fee simple, give the owner's name, address, and phone number:

3. Is the applicant: ___ An individual ___ Partnership ___ Corporation
___ Other (specify) _____

If not an individual, list the form _____

Date _____ and Place _____ of formation of the applicant

4. List the names and addresses of ALL adjoining landowners: (attach list if necessary)

5. Description of the nature and location of the subdivision or development, including number and size of lots, general timing of development, number of acres in the entire tract of land, number of acres directly involved in this project, purpose of this subdivision or development, and the intended use of the land after subdivision or development:

6. Waiver request, in writing, if any: _____

7. What municipal services do you intend to utilize:

☐ Police ☐ Fire protection ☐ Solid waste disposal ☐ Road maintenance
☐ Sewage disposal ☐ Water Supply

8. Plans and Specifications:

This application shall include a sketch map on paper at a scale between one inch to two hundred feet, showing the following:

- A) Preparer Information and Certifications
- B) Date, Scale, North Arrow, Legend
- C) Location map showing where entire tract of land is on the Marshfield town map, noting the zoning districts where this land is located
- D) Property boundaries and dimensions of the entire tract of land; road access/curb cut, road frontage
- E) Location of the project boundaries and lot locations, properly identified with number or letter designations for each lot, with dimensions of each lot
- F) Location of all, proposed or existing, streets and roads – including rights-of-way, parking areas and walkways, and junctions with Town, State, or U.S. highways
- G) Location of all, proposed or existing, water lines, sewer lines, water and sewer service connections, sewage disposal facilities, and water supply or treatment facilities
- H) Location of all, proposed or existing, water courses, drainage ditches, culverts or structures, bodies or sources of water, natural or artificial
- I) Location of all, proposed or existing, buildings or man-made structures

**3020 Applicant Information Required for PRELIMINARY PLAN for Major Subdivisions only
(including PRD/PUD)**

All the information from the Sketch Plan should be carried forward to the Preliminary Plan with the following required additions, optional information as requested by the DRB, and additional information specific to PRD/PUD applications:

1. Plan and Specifications additions:
 - A) Contours of the land around buildings and the developed areas, before construction, drawn on a scale of 5 foot contour intervals, with any proposed modifications to existing contours
 - B) The existing and proposed roads, paths, parking areas, associated rights-of-way or easements should now all be surveyed instead of just drawn as in the Sketch Plan
2. Optional information as requested by the DRB:
 - A) Road profiles: road, intersection and parking area geometry and construction schematics
 - B) Proposed landscaping and screening
 - C) Stormwater and erosion control plan
 - D) Grading plan (showing proposed areas of cut and fill)
 - E) Site reclamation plan (for subdivisions involving extraction)
 - F) Financing plan: total cost of the development, how this project will be funded, what financing has been obtained, what additional financing will be necessary
 - G) Traffic impact analysis (current and proposed traffic volumes, capacities, levels of service, proposed improvements)
 - H) Fiscal impact analysis (analysis of fiscal costs and benefits to the town)
 - I) Environmental impact assessment (analysis of potential environmental impacts, proposed mitigation measures)
 - J) Phasing plan
 - K) Where applicable, a copy of: restrictive covenants to be used in deeds, restrictive provisions set forth in leases, by-laws or condominium association, or any other restrictions, such as campground or mobile home park regulations, etc.
 - L) Any additional information requested by the DRB in their decision about the type of subdivision that followed the initial meeting
3. Additional information specific to PRD/PUD applications:
 - A) Any additional information requested by the DRB in their decision about the type of subdivision that followed the initial meeting

3030 Information Required for FINAL PLAN for ALL applications (unless otherwise noted below)

All the information from the Sketch Plan and Preliminary Plan (for Major Subdivisions only) should be carried forward to the Final Plan with the following required additions, and optional information as required by the DRB:

1. Plans and Specifications additions:
 - A) Final Plan should be produced on Mylar
 - B) Project boundaries, property lines, existing and proposed lot lines, dimensions should all be surveyed
 - C) Contours of the land around buildings and developed areas, before construction, drawn on a scale of 5 foot contour intervals, with any proposed modifications to existing contours
 - D) Existing and proposed roads, paths, parking areas, associated rights-of-way or easements should now all be surveyed instead of just drawn as in the Sketch Plan
 - E) Proposed landscaping and screening
2. Optional information as requested by the DRB:
 - A) Where applicable, a copy of: restrictive covenants to be used in deeds, restrictive provisions set forth in leases, by-laws or condominium association, or any other restrictions, such as campground or mobile home park regulations, etc.
 - B) Any additional information requested by the DRB in their decision about the type of subdivision that followed the initial meeting